



## Incident Qualification and Certification Individual Employee Update

(Note: this form is to be used only for updating employee records that are already established in the IQCS)

Header Information			
EMPL ID <small>(It's on your Qual Card)</small>		Name as it appears on Driver's License	
For the purposes of mailing training materials or calling/e-mailing students for classes and/or prework, the system now requests the following...			
Home Phone:		Home Address:	
Work Phone:		Work E-Mail:	
Cell Phone:		Home E-Mail: <small>Especially If you don't have year around agency e-mail</small>	

Incident Qualification Card <i>(only the jobs you anticipate working)</i>			
Qualified Jobs		Trainee Jobs	
Job Code	Job Code	Job Code	Job Code

JOB CODE = Four digit code for the job performed (ex.: **FFT2** = Firefighter Type 2)

Training administered within IQCS will automatically be applied to the individual's record when the course session is completed

Employee Training Entry			
Course Code	Date Completed (YY/MM)	Course Code	Date Completed (YY/MM)
EXAMPLE: S190	02/04		

<b>EMPLOYEE SIGNATURE</b>		<b>DATE</b>	
<b>SUPERVISOR</b>		<b>DATE</b>	

[illegible]

ICS Management Types	Complexity Levels	Fuel Type (select primary carrier)	Fire Sizes (in acres)
<b>TYPE A</b> - national area command team assigned	<b>TYPE 1</b>		<b>A</b> .1 - .25
<b>TYPE 1</b> - national type 1 team assigned	<b>TYPE 2</b>	<b>1</b> - grass	<b>B</b> .26 - 9.9
<b>TYPE 2</b> - regional type 2 team assigned	<b>TYPE 3</b>	<b>2</b> - shrub	<b>C</b> 10 - 99.9
<b>TYPE 3</b> - extended attack with multiple resources	(For Prescribed Fires)	<b>3</b> - timber	<b>D</b> 100 - 299.9
<b>TYPE 4</b> - initial attack		<b>4</b> - slash	<b>E</b> 300 - 999.9
<b>TYPE 5</b> - initial attack with very few resources			<b>F</b> 1,000 - 4,999.9
			<b>G</b> 5,000 +

Instructor Experience Entry		
Course Code	Course Dates	Instructor Level L=lead U=unit

Performance Evaluations			
<p>Please attach a copy of the completed Performance Evaluation from any active taskbooks. These are the blocks in the back of the book. Also attach any personal performance evaluations from the season.</p>			